

UPDATE

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Quotable Quote

"Example is not the main thing in influencing others, it is the only thing."

—Albert Schweitzer, philosopher, & physician; Nobel Prize winner



Remember ...

"On this Memorial Day, in gratitude for our country's blessings, let each of us pause in a national moment of remembrance for America's sons and daughters who gave the last full measure of devotion — to recall their hopes, their dreams, their valor. Let us be inspired by their selfless idealism and pledge ourselves anew to do our part to ensure the children of today and tomorrow will not have to share in their suffering and sacrifice."

— Secretary of Defense Donald Rumsfeld, encouraging participation in the Memorial Day Moment of Remembrance, an act of national unity to honor America's fallen.

*All Americans, wherever they are, at 3 p.m. local time, May 30, should pause for a minute of reflection honoring those who died for our country. For more information, go to www.remember.gov.

Reservists reorganize to be ready for active duty

ROBINS AIR FORCE BASE, Ga.—Air Force Reserve Command with its headquarters here is working with other major commands to streamline management of individual mobilization augmentees.

In the past, the Air Force Reserve's 12,900 IMAs reported administratively to the various active-duty units where most of them are assigned. That's changing for these reservists who serve along with 63,200 other Airmen in the command's unit program.

"Air Force Reserve Command started reorganizing the management of the Individual Mobilization Augmentee program

the beginning of April," said Lt. Gen. John A. Bradley, AFRC commander. "Our goal is to ensure that the reservists in this program are ready to support the Global War on Terrorism."

AFRC has about 2,500 Citizen Airmen mobilized by the president. Another 2,200 reservists are volunteers working in support of Operations Iraqi Freedom, Enduring Freedom and Noble Eagle. Since Sept. 11, 2001, about 30,300 Air Force reservists have been mobilized up to two years on active duty.

Typically, individual mobilization

See "Ready" on page 11

Air Force officials send Armed Forces Day message

WASHINGTON (AFPN) — The following is an Armed Forces Day message from Acting Secretary of the Air Force Michael L. Dominguez and Air Force Chief of Staff Gen. John P. Jumper:

"In the first presidential proclamation for Armed Forces Day in 1950, President Truman said the day 'marks the first combined demonstration by America's defense team of its progress ... towards the goal of readiness for any eventuality.'

"The theme of that first Armed Forces Day was 'Teamed for Defense,' expressing the new unification of all the military forces under a single department of the government — the Department of Defense.

"Through more than five decades our military members — Airmen, Soldiers, Sailors and Marines — have teamed with our civilian partners to build the greatest military in the world. This joint team is 'Teamed for Defense' like never before and America's Airmen are seamlessly integral to our joint force.

"More than 25,000 Airmen — active duty, Guard and Reserve — are deployed supporting operations in Iraq, Afghanistan and around the world. On the ground, in

the air and from space, Airmen bring overwhelming air and space power to bear for the joint team, for our nation, and for our allies in the war on terrorism.

"On the ground, our battlefield Airmen serve alongside infantry and special operations units, directly integrating air and space power. Airmen from 16 different combat support skills are driving trucks, providing convoy security, guarding prisoners and interrogating detainees.

Airmen have refocused C-130 Hercules and C-17 Globemaster III airlift missions to reduce the number of convoys on Iraqi roads by nearly 350 trucks a day.

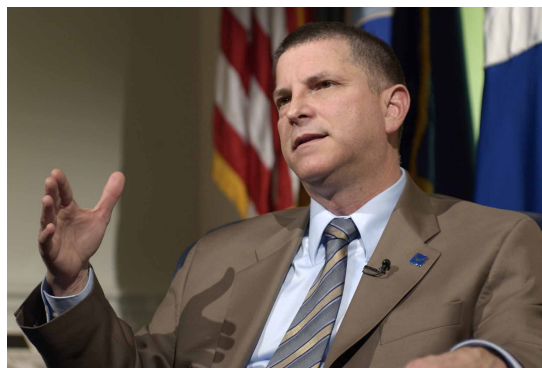
"In space, we're maintaining the continuous flow of communications, surveillance, precision navigation and targeting for the joint team. At home, we continue

flying more than 6,200 sorties annually, ensuring the security of our sky.

"Airmen are also providing security and stability operations on the Korean peninsula and counterterrorism support in the Horn of Africa.



Gen. Jumper



Acting Secretary of the Air Force Dominguez

Following the tragic south Asian tsunami, Airmen flew more than 15 million pounds of food, supplies and equipment into the area.

"On this Armed Forces Day, America pays homage to our military men and women who have served and are serving our country so nobly on many fronts. Our Airmen and their families are extraordinarily committed to a cause much greater than themselves.

"If you wear the uniform of the United States military, be proud; you have earned the respect of a grateful nation. Thank you for your sacrifice, devotion and courage.

"We are honored to serve with you. May God bless each of you, your families and our great nation."

Summer – A season to exercise off-duty safety

by Lt. Gen. John A. Bradley

Commander of Air Force Reserve Command

WASHINGTON – "There are no second acts in American lives," F. Scott Fitzgerald once wrote.

Memorial Day weekend signals the start of summer, traditionally a time of fun and sun. During the 101 Critical Days of Summer, we sometimes try to do too much because of the extra sunlight.

Here are suggestions on how to keep healthy and safe this summer:

Alcohol consumption – Don't drink and operate vehicles – automobiles, boats, jet skis, etc. If you drink, do it moderately and always appoint a designated driver.

Traveling – Be sober, vigilant and well-rested. Ensure everyone wears a seatbelt.

Watercraft – Know your craft and use personal floatation devices. Use caution when operating boats and jet skis, staying away from other boaters, swimmers and jet skiers.

Motorcycles and all-terrain vehicles – Don't operate without proper training and personal protective equipment. Always re-

main vigilant and drive defensively.

Outdoor activities – Before and after athletic activity, take a short moderate-to-brisk walk to improve circulation rather than stretching, which experts say contributes to muscle strain. Know your limits and don't overdo it. Avoid prolonged exposure to the sun, use sunscreens and drink plenty of water.

Swimming – Swim with a buddy in known waters and don't drink.

In the past few years we've been made more aware of the need for diligent force protection. We need to apply this same kind of vigilance off duty during the 101 Critical Days of Summer.

Most mishaps involve one or more of the following factors: alcohol, fatigue, darkness, bad weather, poor judgment, inappropriate risk-taking. Let's use common sense, plan ahead and be prepared.

An "it-will-never-happen-to-me" attitude is not a guarantee but rather a recipe for disaster. Take care of your family and of your Air Force Reserve family. Be alert and prevent incidents that could cause a lifetime of regrets.

Let's all enjoy the months of summer, but let's enjoy our off-duty time responsibly. (AFRC News Service)

Periodic Health Assessments required

All individual mobilization augmentees and Participating Individual Ready Reserve members are required to have an annual physical assessment and dental examination.

Also known as the Reserve Component Preventive Health Assessment, the RCPHA must be completed yearly.

The physical and dental exams are current for one year from the last day of the month in which the assessments were accomplished.

The RCPHA consists of a Reserve Component Health Risk Assessment (AF form 4321, a SF form 600 overprint documenting worldwide duty status, a dental examination, and an immunization record review.

The RCHRA and SF form 600 overprint must be completed by a military provider. The dental examination may be completed by a civilian dentist or by a military dentist on a space available basis. The only additional form required for personnel in a flying billet is the AF form 1042.

The AF form 1042 is not a "replacement" or "substitution" for the required RCPHA documents. Recent changes to the Air Force Individual Medical Readiness Program have eliminated the need for clinical preventive services, i.e., cholesterol, vision testing, hearing, etc., to be accomplished in order to determine qualifications for continued worldwide duty.

Reserve Component members not on

active duty tours may be given a required periodic medical examination in an active duty medical facility.

Reserve Component members may go to an active duty MTF for specialty consultation and diagnostic laboratory tests to evaluate abnormal findings on initial physical examinations and/or to determine their medical qualification for continued military duty or continued special operational duty.

This would be the minimum evaluation necessary to determine continued service, it would not include a detailed evaluation to explore any treatment options, etc. Unless a reservist is on active duty, all non-emergency medical/dental care must be obtained from private health care providers.

TRICARE Reserve Select Reserve Program is here

by Joe Herbertson
ARPC Plans and Programs

The FY 2005 National Defense Authorization act established a new entitlement for certain Reserve component members. It is Tricare Reserve Select. This is a premium-based healthcare plan for members and their families who served on active duty for a contingency anytime since Sept. 11, 2001.

TRS offers a bridge for Reservists leaving active duty who are not covered by a civilian employer or other health insurance plans. It is similar to Tricare Standard and comparable to the Blue Cross and Blue Shield Plan for federal employees.

For each period of 90 consecutive days of active duty service, each member is entitled to one year of Tricare coverage while in a non-active duty status. Enrollment in this program requires a Selected Reserve commitment for the period of coverage.

That commitment must be executed by October 28 and each member must actually be serving in the Select Reserve prior to the date TRS is to start.

Coverage begins on the date of the agreement to serve in the Selected Reserve, the expiration of transitional Tricare benefits, or April 26, whichever is later. The decision to enroll in TRS is a one-time choice and the earliest effective date of coverage is April 26.

Tricare coverage ends when the service agreement ends and stops sooner if the Reservist separates from the Selected Reserve, voluntarily withdraws from the program or fails to pay the

monthly premiums. Monthly premiums will be \$75.00 for an individual reservist and \$233.00 for a Reservist and their family.

Mobilized Reserve component members released from active duty after April 26 will be advised of their eligibility as part of their demobilization process.

Reserve component members serving on voluntary active duty Man-day tours who do not go through out-processing, as well as mobilized members must contact the Air Reserve Personnel Center Contact Center at 1-800-525-0102 to start the enrollment process.

Please note that members who serve on voluntary man-day tours, who may be serving active duty for active duty organizations or Air National Guard organizations in support of a contingency must ensure HQ ARPC/XPC is in possession of their active duty orders.

This will ensure the proper coding for a contingency tour is entered in the personnel system. Without this order, eligibility cannot be confirmed. If a member disenrolls or is no longer qualified, the member may not re-enroll unless recalled to active duty and a new qualification period is earned.

TRS coverage is superseded by active duty health benefits for members recalled to active duty, and upon release, the member will resume coverage after transitional benefits expire.

The Tricare Web site – www.tricare.osd.mil/reserve/reserveselect – will have more details. To get updates by e-mail, reservists and their families can subscribe to www.tricare.osd.mil/tricaresubscriptions/.

New feature in WOTS

Effective March 7, 2005, IMA's can view and print their RPA training and tour orders directly out of the Web Orders Transaction System! Orders submitted and published in WOTS after that date will no longer be e-mailed or mailed.

Users will need Adobe Acrobat Reader to be able to print orders. Program managers can also access their IMA's orders for those IMAs who do not have internet access. Further instructions on how to view and print orders are located on the ARPC WOTS Web site at <http://arpc.afrc.af.mil/orders/wots.htm>.

Board members give tips for IMA of year hopefuls, supervisors

by Chief Master Sgt. Gary Emery

Air Force Print News

Do you have a superstar individual mobilization augmentee working for you who deserves to be the IMA of the year, or are you an IMA who wants to compete with the best of the best? Members of this year's selection board have some tips for IMAs and supervisors that can help ensure the cream rises to the top during the selection process.

Each board consists of three colonels who choose the officer IMA of the year and three chief master sergeants who choose the top enlisted IMA, said Mrs. Melissa Castillo, the special programs manager at Air Reserve Personnel Center in Denver. All board members are themselves IMAs, she said.

It is pretty much a given that every nominee that makes it to the board is a winner, the board members said. "All of these people won IMA of the year honors at their major commands," said

Chief Master Sgt. Ken Houck, a board member from Robins Air Force Base, Ga. That means that just small differences in the quality of the packages can make or break a nominee's chances, he said.

"There were a lot of well written packages, but a few stood out as exceptional,"

said Col. Steve Jones, the board president from United States Air Forces Europe headquarters. Board members agreed that the following points are important for supervisors to keep in mind when they write nomination packages:

Show results – What a nominee did was important, but the impact of their efforts on the organization's mission is what counts," said Chief Master Sgt. Dottie Bowman, from the Air Force Materiel Command staff judge advocate's office.

For example, a bullet that states 'developed program to reduce customer waiting time' is not as strong as 'developed program that reduced customer average waiting time from 10 minutes to ninety seconds.' The statement 'reduced delinquent rate to 1 percent' does not carry the same weight as 'reduced delinquent rate to 1 percent, shattering the command standard of 8 percent.' Money saved, increases in efficiency and measurable improvements to mission accomplishment should all be quantified when possible, the board said.

It is also important to keep in mind that results are important in all judged categories, not just in performance of duties, Chief Houck said. "I gave more weight to a statement that not only told me what outside organizations (the nominee) belonged to, but also outlined (his or her) activities in the group."

Be enthusiastic – You are writing a package that you hope will

get your superstar IMA Air Force-wide recognition. The write-up should not sound like the small print in a car ad. 'Dedicated NCO' is OK, but 'My #1 of 30 NCOs!' sounds much better.

"If the enthusiasm of the writer is evident, it shows that (he or she) believes in the nominee and is motivated to see them win," said Col. Margaret Cope, board member from the Oklahoma City Air Logistics Center at Tinker Air Force Base, Okla.

Be clear – "Avoid the overuse of acronyms and abbreviated words," said Col. Kenneth Seguin, from the Air Force Office of Special Investigations Region 8 office at Peterson Air Force Base, Colo. "It's distracting to try to interpret the package rather than evaluating the individual," he said.

Writers should keep in mind that specialized terms and abbreviations that local or command-level selection boards understand might be so much Greek to a higher board, the members said. Colonel Seguin recommended having more than one person read and edit the nomination package to prevent confusion and catch

grammar and spelling errors.

Be accurate – "One thing that made me suspicious about a package was the inclusion of achievements from previous years," Chief Bowman said. "You only have one page to tell the board how great your nominee is, don't waste it with accomplishments outside the nomination period." Awards, school graduations and deploy-

ments from previous years were all noted on some of this year's packages, the board members said.

Read the directions – A package that fails to address each required area of the nominee's performance is already behind at the starting gate, according to board members. Job accomplishment, ideas that resulted in tangible benefits, attitude, participation, educational achievements and activities outside work are all evaluated and graded by the board, Mrs. Castillo said.

"The writer of the package needs to cover with the candidate each category the board will evaluate, with particular attention to involvement in community activities," Colonel Seguin said. That way, the person writing the package can be sure the nominee is getting credit for activities and achievements the writer may have overlooked or be unaware of, he said.

IMAs who want to compete for the award should keep in mind that the board looks at the whole person, the members said. Volunteering for deployments, taking on and solving problems, giving back to the base and surrounding communities and improving through education are all important. Bottom line: set yourself apart from your peers, board members said.

"We were looking for the complete citizen Airman," Colonel Jones said. "The person who balances family, community, work and military career, and shines in every category."

- **Show results**
- **Be enthusiastic**
- **Be clear**
- **Be accurate**
- **Read the directions**

Air Reserve Personnel

UPDATE

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IMA vies for outstanding airmen honors

ROBINS AIR FORCE BASE, Ga. – Two IMAs were selected to compete at Headquarters Air Force Reserve Command for Outstanding Airmen of the Year recently.



Tech. Sgt. Hatcher

In the Senior NCO category, Master Sgt. Roderick N. Grimes, an 18 Air Force, Tactical Airlift Control Center, Scott Air Force Base, Ill., and in the NCO category, Tech. Sgt. Amy D. Hatcher, Electronic Systems Center, Hanscom Air Force Base, Mass. were selected to compete at the headquarters level; however, only one was selected to compete at Air Force level. At a banquet here

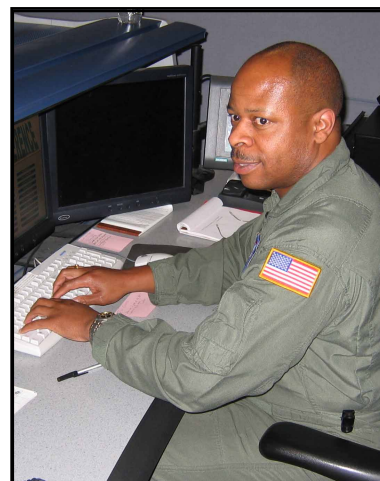
April 7, the command announced who would be representing them at the next level. They selected Tech. Sgt. Hatcher.

Sergeant Hatcher is NCO in charge of force protection requirements at Electronic Systems Center, Hanscom AFB. She enlisted in the Air Force in Feb. 1994 and served at Royal Air Force Mildenhall, England; Grand Forks Air Force Base, N.D.; Kunsan Air Base, South Korea; and Hurlburt Field, Fla. While on active duty, she deployed to Khobar Towers, Saudi Arabia; Incirlik Air

Base, Turkey; and Riyadh, Saudi Arabia.

In June 2001, Sergeant Hatcher left active duty and joined the Massachusetts Air National Guard. On Sept. 11, 2001, her unit was activated for 18 months and in Aug. 2002 she deployed to the Republic of Kyrgyzstan for Operation Enduring Freedom.

The unit deactivated in May 2003, and she enrolled in Western New England College, Springfield, Mass. She transferred to the Individual Mobilization Augmentee Program and volunteered for full-time duty in the force protection program office in Nov. 2003. She holds a Bachelor of Science degree in criminal justice from Western New England College. Airmen from other Air Force major commands and agencies are competing for the Air Force's airmen and first sergeant of the year. The Air Force Association will honor the Air Force 12 Outstanding Airmen of the Year during its annual convention in Washington, D.C., in September. (AFRC News Service)



Master Sgt. Grimes

Air Force Reserve selects IMAs of the Year

DENVER – A military entomologist in Texas and a supply customer service supervisor in Germany are the Air Force Reserve's individual mobilization augmentees of the year for 2005.



Major Bowles

Maj. David E. Bowles is the IMA to the technical director and senior staff scientist at the Air Force Institute for Operational Health in

Brooks City-Base, Texas.

The top enlisted IMA is Tech. Sgt.

Jonelle T. Bagley who works in the 52nd Logistics Readiness Squadron, Spangdahlem Air Base, Germany.

A board in the Air Reserve Personnel Center here selected them. They will receive their awards during the annual Reserve Officers Association convention July 27-30 in New York City.

Major Bowles was the first IMA medical entomologist to deploy to a combat area. He volunteered and served as deputy commander of an Army preventive medicine team in support of coalition forces in southern Kuwait and Iraq.

Working with other services, he safeguarded water and food supplies and prevented diseases carried by insects and rodents.

Sergeant Bagley volunteered to serve

200 mandays and trained 25 supply personnel. Her duties included managing 208 equipment accounts valued at \$290 million.

Her work supported more than 11,000 aircraft sorties by the 52nd Fighter Wing. Her efforts helped raise the F-16 fully mission capable rate to 86.7 percent. The U.S. Air Forces in Europe standard is 83 percent. (AFRC News Service)



Tech. Sgt. Bagley

Air Force News

If you aren't looking at the United States Air Force Online News, you aren't getting all of the news. Check out your other Air Force newspaper at www.af.mil/news.



CTA ensures IMAs trained, ready to go

Tech. Sgt. Jennifer Thibault
AFSPC Public Affairs

PETERSON AIR FORCE BASE, Colo.—Air Force Space Command Reserve Forces conducted a common training assembly last week to ensure nearly 350 individual mobilization augmentees are trained and ready for mobilization.

Reservists are expected to be trained at the same level as their active duty counterparts. While active-duty Airmen have all year to meet their ancillary training requirements, IMAs must try to accomplish their requirements while “in status,” either during annual tour or periods of inactive duty training.

Since IMAs are often unable to accomplish these requirements, AFSPC decided to remedy the problem with the CTA concept, the brain-child of Colonel James Rendleman, AFSPC’s director of Reserve Forces.

With CTAs, AFSPC ancillary training is collected into four opportunities yearly versus 700 IMAs attempting to individually arrange their training. General Lance W. Lord, commander, Air Force Space Command, endorsed the concept and directed all AFSPC IMAs to attend one CTA annually.

“He is a great supporter of the program,” said Colonel Rendleman,” and Air Force

Reserve Command has leaned forward to fund the active duty tours used for the training.”

“Air Force Space Command leads the way in improving IMA readiness with the CTA concept,” said Lt. Col. Douglas Young, AFSPC IMA program manager.

The Peterson AFB CTA was jam-packed with briefings and hands-on training. The CTA also provided Reserve program benefit updates and time for IMAs to accomplish due or overdue medical and dental assessments.

“Being new to the IMA Program; the CTA was very informative and well organized,” said Master Sgt. Tamara Davis, an IMA assigned to the 21st Services Squadron. “The ancillary training was an excellent refresher for me.”

After completing this training, IMAs report for duty better prepared to serve alongside their active duty colleagues.

As with any conference or large gathering, networking is a side benefit. IMAs are individually assigned to an active duty unit which explains a common expression often made by them, “I am alone.” The networking that goes on at a CTA shows an IMA that he or she is truly part of a larger group.

“I do not feel ‘alone’ at all,” said Sergeant Davis.

More than 300 AFSPC-assigned IMAs

from Peterson Air Force Base, Vandenberg Air Force Base, Calif., and Buckley Air Force Base, Colo., attended the CTA along with 30 from the U.S. Air Force Academy.

Also participating were NORAD/NORTHCOM and DISA IMAs.

The effort to conduct CTAs resulted from a trend that was identified after the events of Sept. 11, 2001. Several thousand IMA reservists, including hundreds of AFSPC IMAs, were mobilized. Pre-mobilization readiness rates were found to be unsatisfactory.

By conducting four CTAs last year, more than 650 AFSPC IMAs were trained. This feat did not go unnoticed.

During the Nov. 2004 IMA Program Manager - Base IMA Administrator conference held at the Air Reserve Personnel Center, AFSPC’s training concept was lauded.

“CTAs are the way of the future to improve IMA readiness,” said Maj. Gen. Jay Barry, mobilization assistant to the Chief, Air Force Reserve.

The Peterson CTA was the third of four scheduled for this year. Earlier Los Angeles Air Force Base, Calif., and Patrick Air Force Base, Fla., CTAs trained hundreds of IMAs.

The final FY 05 CTA is scheduled for June 24-25 at Malmstrom Air Force Base, Mont. (*Air Force Space Command News Service*)

How is basic allowance for housing determined?

by Col. Doug Carroll
ARPC XP Director

The amount of monies members get in the form of their Basic Allowance for Housing is predicated on three things: their pay grade, whether or not they have dependents and perhaps most importantly; geographic location of their housing area.

The Secretary of Defense sets applicable rates for the basic allowance for housing for the various military housing areas in the United States.

The BAH is not intended to cover your entire housing cost. The rates are determined by conducting surveys which collect comparable civilian costs of housing and income levels in the same area.

The surveys are reaccomplished periodically and may result in either an increase or decrease in your BAH depending upon housing cost fluctuations in the local housing market.

When a change in BAH does occur, the new rate takes effect

on the same date as the effective date of the next increase in basic pay, usually the first day of January for any given year.

In short, if a member moves, there is a good possibility that their BAH will change, up or down. It may go up if they are moving to a higher cost housing market or go down if the opposite is true.

When moving and house hunting, members should shop with the to-be location’s BAH rate in mind.

There is also some confusion with respect to BAH and BAH II.

BAH II is a rate which is paid to reservists that serve on active duty for less than 140 days. Service of 140 days or more justifies normal BAH.

Like BAH, the Secretary of Defense sets the rate for BAH II. However, if the reservist is serving in support of a contingency, regardless of the number of days served, the reservist will receive normal BAH, not BAH II.

For more detailed information concerning BAH and BAH II refer to DoD Financial Management Regulation, Volume 7A, Chapter 26.



IMA chief retires after 33 years

Airman 1st Class Lauren Sixbey
Warren Air Force Base public affairs

FE. WARRENAIRFORCEBASE, WYO.

-- The sole chief master sergeant individual mobilization augmentee in 20th Air Force celebrates her retirement in a ceremony today at the Trail's End Club here.

Chief Master Sgt. Lois Meyer, 20th Air Force mobilization superintendent and reserve advisor, retires as a 33-year veteran.

Her first five years were spent on active duty as an audiovisual specialist at Norton Air Force Base, Calif. In 1977, she became an Air Force reservist. Ten years later, the Ypsilanti, Mich., native became an IMA assigned to the 341st Space Wing, Malmstrom Air Force Base, Mont.

"The Air Force gave me a feeling of accomplishment that I never knew before," said Chief Meyer. "To keep that feeling after leaving active service, I joined the Air Force Reserves. The reserve program has allowed me to raise two children, be a spouse (to Lt. Col. Mark Meyer, 20 AF) and still serve my country to the best of my ability. For that I will be forever grateful."

"Younger people need to follow where we left off. Every enlisted person has the potential to be chief."

**— Chief Master Sgt. Lois Meyer,
 20th Air Force**

Her Air Force career, both active and reserve (unit and IMA), has taken her to three countries (the Philippines, Korea and Japan) and six states (California, Hawaii, Wisconsin, Montana, Maryland and Wyoming). She was directly responsible for mobilizing Air Force Reserve special agents for Office of Special Investigations Headquarters in the Global War on Terror. In 20 AF, she has helped bring "total force" (guard and reserve) issues into intercontinental ballistic missile operations.

"The reasons I came in aren't the reasons I stayed in," said the mother of two. "The reason I stayed was because of the people. People are our greatest asset." While in Denver on business, Chief Meyer had a young man, no more than 25 years old, come up to her and say, "Thank you for serving."

"I told him that I need someone to come

behind me -- to step up," she said.

"Younger people need to follow where we left off. Every enlisted person has the potential to be chief."

After more than three decades of service, Chief Meyer shared what she believes is a reason for success in the Air Force.

"It's very bonding [being] in the military. The uniform says something to the civilian community," Chief Meyer said.

"Each one of us knows that we're prepared to sacrifice for our country. That bond keeps us together."

After her retirement, Chief Meyer will transition to become an Air Force squadron commander's spouse. In June, she will move to Buechel, Germany, where her husband, Colonel Meyer, will be the commander for the 702nd Munitions Support Squadron. She plans to continue to mentor the members of her husband's unit.

"I just want to give back some of the experience I have gained over the last 33 years to the next generation of Air Force professionals," said Chief Meyer.



Chief Master Sgt. Meyer

All Ready Reserve members must provide Civilian Employment Information

by Tech. Sgt. Trisha Davis

NCOIC, Career Opportunities Branch

As of March 2004, reporting Civilian Employment Information is a mandatory requirement. It is the duty of each individual member of the Ready Reserve to comply with these requirements, as well as reporting any changes in civilian employment status.

This reporting requirement applies to all Air Force Reserve traditional unit and Air National Guard members, Individual Mobilization Augmentees and both participating and non-participating Individual Ready Reservists.

The purpose for collecting CEI Program information is to:

- Achieve fair treatment between members in the Ready Reserve who are being considered for recall to active duty without their consent.
- Ensure that there will be no significant attrition of the Ready Reserve members or units during a mobilization and;
- To inform Reserve Component members and their employers of their rights, benefits, and obligations under the Uniformed Services Employment and Reemployment Rights Act.

The CEI program is a Department of Defense-wide system, established to collect information and identify employers of the

1.2 million members of the reserve components.

The Air Force Reserve must identify, collect and report the following data on each member:

- Employer's name
- Employer's complete mailing address
- Member's current civilian job title
- Total years experience in current civilian occupation.

To report your CEI data, go to the Defense Manpower Data Center Web site at: <https://www.dmdc.osd.mil/Guard-ReservePortal>. After clicking on the Web site, enter your employment data. You may also view any previous updates you have made at that site.

Employer Support of the Guard and Reserve staff will not directly contact any employer about an individual reservist unless the reservist asks for assistance with an employer issue.

ARPC/PSDD2, has created a sizeable list of all the FAQs on the CEI program.

These FAQs are posted on the ARPC Web site at <http://arpc.afrc.af.mil/dpscc/CEI.htm>.

For more information, IMAs and participating IRR (Category E) members may contact their program manager or call the personnel center at DSN 926-6408 or commercial (303) 676-6408. (1-800-525-0102, DSN 926-7071)



Courtesy Photo

DENVER - Robert Frost said, "Two roads diverged in a wood, and I - I took the one less traveled by, and that has made all the difference." For one Air Force chief master sergeant, the road less traveled has become one well traveled by her family.

To the unassuming eye, one chief master sergeant walking around the Air Reserve Personnel Center in Denver, Colo., could be just another cheerful, talkative, enthusiastic senior NCO with an overflowing, contagious personality. However, the people who work with her know she is much more — a member of the Air Force family with an Air Force family of her own.

Chief Master Sgt. Karen McMillan, superintendent of Medical Operations and Standards at ARPC, is an individual mobilization augmentee from Redding, Calif., attached to 9019 Air Reserve Squadron here, who recently completed her annual tour. Her duties help ensure the readiness of more than 14,000 IMAs.

Chief McMillan, a reservist for 10 years, was an IMA attached to Air Force Reserve Command's Surgeon General Physical Standards Division office before her activation to Robins Air Force Base, Ga. She met Major (Dr.) Rebecca Reynolds who mentored her for nine months. After the chief's deactivation, she became a traditional Reservist at the 433 Aerospace Medical Dental Squadron, Lackland Air Force Base, Texas. Dr. Reynolds accepted an Active Guard Reserve position at ARPC last year and asked the chief to join her staff.

"Chief McMillan is an exceptional Air Force reservist who epitomizes the total force," said Dr. Reynolds. "She brings a wealth of knowledge and experience to the Air Force mission, and is one of the most dependable, capable members with whom I have had the privilege to work."

While the Reservist is using her knowledge and experience to ensure part of her Air Force family is ready when duty calls, she has also ensured that the Air Force remains a part of her family for the foreseeable future.



Courtesy Photo

IMA brings new meaning to Air Force family

by Tech. Sgt. Rob Mims
ARPC Public Affairs

Chief McMillan, the daughter of a 24-year Air Force veteran, the late Master Sgt. (ret) Charles Martin Jr., decided the military was how she wanted to live her life. "I had always wanted to be in the military because of our family's travels and the good friends that we met along the way," said the chief.

At first she didn't follow in her father's footsteps, but her brother's. Chief McMillan's older brother,

Robert J. Martin, was an Airborne Ranger in the Army. "He was very persuasive and (had) lots of good stories," she said "I enlisted into the Army Reserve. I couldn't resist the \$2,000 bonus they were offering at the time."

After her stint in the Army Reserve, her father's path enticed her to become one of the "family." After four years in the Army, she went into the Air National Guard for eight years. She had now gone from Air Force "brat" to Air Force member who was ready to raise some "brats" of her own.

She met then Airman Richard McMillan through a mutual friend while on lifeguard duty at the Castle Air Force Base, Calif., pool in May 1979. The two hit it off and were married 23 months later in April 1981.

"Our first base together was in Greece," she said. "He was on a remote communications site and I lived downtown so we could be together."

The couple then ventured back to California. "Our second base was March Air Force Base," said Chief McMillan. After being in the Air Force six years, Airman McMillan got out of the military to get his degree. He graduated from Fresno State (the first in his family) and the Air Force Reserve Officer Training Corps.

He came back on active duty for another 18 years and retired as a lieu-

tenant colonel. Little did Lt. Col. (ret.) Richard McMillan and his wife know the influence their Air Force lives would have on their three children.

"My life is full, especially with my wife Karen and our three children," said Lt. Col. (ret.) McMillan. "The Chinese blessing says, 'May you live in interesting times.' Truly, I have been blessed. 'I've traveled the world,' said the retired lieutenant colonel. 'I've seen things that most others could only imagine. I've personally met world leaders and listened as they charted plans for entire countries. My close friends now live throughout the 50 states. Many

others send me invitations to visit and stay with them as they do their tours in other countries."

During their time in the Air Force, the family of five has traveled

from Blytheville Air Force Base, Ark., (later Eaker Air Force Base) to Castle Air Force Base, Calif., to Seymour Johnson Air Force Base, N.C., to Hickam Air Force Base, Hawaii, to Fort Richardson Army Post in Anchorage, Alaska, finally ending up at Travis Air Force Base, Calif., where Lt. Col. McMillan retired. "We always had great assignments, friends and jobs," said Chief McMillan. "There was always a positive influence on our military life from the people we met in both our careers."

"I've been schooled by some of the most intelligent professors in the world, and in turn, (they) taught me to live as a whole person; to not just live on the planet, but to be an involved and important part of it," said Lt. Col. (ret.) McMillan. "I've not just seen history made; I've helped to make it. My Air Force life is the envy of my other civilian friends, and (they) listen in awe as I entertain them with stories about the 'real' world."

Those positive influences and experi-



Photo by Kristin Royalty

Pictured clockwise from top left -Chief Master Sgt. Karen McMillan (left), Airman Basic Richard McMillan and Lt. Col. Richard McMillan pose in front of a static display at Airman McMillan's graduation from basic training; 2nd Lt. Kristin Loyd sorts paperwork in her office at McChord Air Force Base, Wash.; Airman Charles McMillan helps secure a perimeter during Warrior Week at basic training at Lackland Air Force Base, Texas; 1st Lt. Nathan Loyd gives a briefing at McChord Air Force Base, Wash., Chief McMillan poses with Major (Dr.) Rebecca Reynolds.



Photo by Kristin Royalty



Photo by Robbin Cresswell

ences made a positive impression on their children. Recently, the couple is attended the graduation of their youngest son, Airman Charles McMillan, from Air Force Basic Military Training at Lackland Air Force Base, Texas.

Two days before the 18 year old left for basic training, his parents took him snowboarding in Tahoe, so he could get in one day of boarding before his "big day." "My mom was freaking out that I would break my leg and wouldn't be able to go to basic," said Airman McMillan.

The weekend was spent with some other members of their Air Force family, Lt. Col. David and Mrs. Tammy Farrell and their children, Brandon, Jordon and Paige. "We were stationed at three bases together," he said. "Somehow you move from a base and never think you will see friends again. And one day they show up on your front door and it starts all over again. What a life!"

Traveling and moving is truly second nature for the McMillan children, especially for the McMillan's oldest son, Airman First Class Richard McMillan Jr., a KC-10 boom operator with the 9th Air Refueling Squadron at Travis Air Force Base.

He recently returned from a deployment to the United Arab Emirates. "Most kids never move out of the same town until they go away to college, said Airman McMillan. "I went to three different High Schools, Radford High in Hawaii, Chugiak in Eagle River, Alaska, and I graduated from Dixon High in Dixon, Calif."

Although the Air Force attempts to avoid PCS moves during a school year, Airman McMillan said his dad was transferred twice in the middle of a school year. But even with the discomforts of relocating, Airman McMillan asked, "What kid could say they lived and traveled to California, Hawaii, and Alaska for free!"

While the McMillan boys followed the enlisted ways of their mother, the McMillan's daughter, 2nd Lieutenant Kristen (McMillan) Loyd, 62nd Service Squadron, McChord Air Force Base, Wash., chose the commissioned path of her father. She attended ROTC at Sacramento State University, Calif. and was a student at University of California Davis, Calif.

While attending ROTC, 2nd Lt. Loyd met her future husband, 1st Lieutenant Nathan Loyd, 62nd Communications Squadron at McChord,

See "Family" on page 18

Don't Forget About Fiscal Year Training Requirements

Courtesy of ARPC/DPRPP

As summer approaches, many are looking forward to vacations, deployments and warm weather. In the relaxation of the season, don't forget the end of the fiscal year is approaching Sept. 30. Why is this important?

One of the requirements an Individual Mobilization Augmentee must fulfill to have a "good or satisfactory year" is the fiscal year requirement. FY requirements are used to meet Reserve program needs such as budgeting, reporting, training, and documenting readiness.

AFMAN 36-8001, *Reserve Personnel Participation and Training Procedures*, table 1.1 describes FY requirements and vary by each training category. FY participation **must** be completed within the period beginning Oct. 1 of each year through Sept 30 of the following year (FY05 is Oct. 1, 2004 through Sept. 30).

Paragraph 1.3.2., states if a member fails to meet your FY par-

ticipation requirements, they can be reassigned to the Individual Ready Reserve. Each IMA program manager has the authority to approve a first time waiver. As everyone plans their summer vacation, they should take a second look at their FY requirements to ensure you'll meet them prior to Sept. 30.

On April 14, Major Gen. David Tanzi, Air Force Reserve Command vice commander, signed a memo, *Scheduling of Remaining FY05 Participation Requirements*. He reinforced that the only IDT scheduling restriction will be applied in the last quarter of the FY, limiting each IMA to no more than 8/16 IDTs, respectively (24/48 IDT requirement per FY). This document also has rules of engagement for remaining FY requirements that each IMA needs to be aware of.

Questions regarding FY participation requirements should be directed to your assigned program manager. PMs can contact DPRPP at DSN 926-6503, commercial (303) 676-6503 or e-mail dprppdl@arpc.denver.af.mil.

Think twice before requesting transfer to the IRR

Major Lori Ryder
Accessions Branch

Stop before acting! Anyone thinking or in the process of requesting a transfer to the Individual Ready Reserve should stop before they act! While most personnel have their reasons for transferring, the ARPC Career Opportunities and Assignments branch wants to ensure members are given every opportunity to continue serving in the Air Force Reserve.

Before submitting a transfer, for reasons such as a job conflict, transportation hindrances, or personal reasons, there may be other positions that may agree more favorably with a member's personal life-style.

Give the Air Force Reserve an opportunity to address concerns. The Assign-

ments branch can offer members some alternatives other than transferring to the IRR. Airmen's talents, experience and years of service are valuable to the Air Force. ARPC would like to see a team effort in retaining members until they retire.

Anyone requesting transfer due to a civilian job conflict, then ARPC Career Opportunities and Assignments can help.

There are positions that may require less participation. If a member's job has moved locations, ARPC Career Opportunities and Assignments can help find positions near the new location. And ARPC Career Opportunities and Assignments ask members to think outside the IMA realm also.

There are unit reserve positions throughout the United States and even Air National Guard positions. Program managers, ARPC Career Opportunities and the

Assignments branch can assist members in locating a new position. If a selected reserve position is still is not conducive to a members life-style, ARPC Career Opportunities and Assignments can help members locate a participating IRR position where they can participate for points only towards retirement.

Don't let time remain still ... continue to work towards that Air Force Reserve retirement. ARPC Career Opportunities and Assignments would like everyone to retain their benefits in the Air Force Reserve and continue to serve honorably...

For additional information, ARPC Career Opportunities and Assignments stands ready to assist members in their career decisions. For more information call ARPC Career Opportunities or the Assignments Branch at 1-800-525-0102.

International Junior Officer Leadership Development Seminar

The AFRC Professional Development Center announced the 2005 **International Junior Officer Leadership Development Seminar** recently.

IJOLDS-05 takes place this year at Woensdrecht Air Force Base, the Netherlands from July 1-8.

This is an opportunity for the Air Force Reserve and International Reserve junior officers to work together as an international team in leadership, teambuilding, cultural diversity, mobilization issues and military officership.

Air Force Reserve officers in grades 01-03 (must be physically fit for participating in field team building activities) are eligible. Attendance is a one-time experience. Previous attendees are not eligible to attend.

Participants **will** attend in military status. In order to conserve RPA special tour funds, the use of Annual Tour should be considered first prior to approving RPA funds. Orders are to be prepared by the unit or ARPC for IMAs using unit/ARPC funds to cover all expenses. AGR and mobilized reservists will travel on DD Form 1610.

Passports are require and lodgin will be on-base at Woensdrecht Air Force Base, the Netherlands.

The suspense for nomination packages sent via email is no later than close of business May 10.

Anyone interested in attending can call the Program Manager, Mickey Crawford, DSN 497-0933 or 1-800-223-1784, ext. 70933 or e-mail mickey.crawford@afrc.af.mil.

IT Pro library now accessible online

Members can now access the IT Pro library from the SkillPort site. Members can log into the AF Portal and access the IT E-Learning link from the Air Force A-Z, Applications area.

Once they have accessed the site, they can click on the Books24x7 link. Searching and accessing a book provides automatic access to the IT Pro library.

The shared user accounts and passwords will no longer be used. In December 2003, the Air Force IT pros began a pilot program for the Books24x7 IT Pro Referenceware® library. The IT Pro library contains over 4,300 complete IT reference books covering most topics with the IT realm.

These books are the same books that the Air Force commonly purchases for workcenters. The library is completely

searchable and allows users to create bookmarks within the books.

More than 5,000 shareable licenses were initially purchased and distributed across the base-level communications units including Air National Guard and Air Force Reserve units.

More than 5,000 additional individual licenses were purchased and issued on a first-come first-serve basis.

Access to the IT Pro library previously required users to go directly to the Books24x7 site instead of being able to access them directly from the MySmartForce CBT training site. With the recent migration from the MySmartForce Learning Management System to the new SkillPort LMS, the Air Force IT pros are able to make access available to users directly from SkillPort.

Members may access training CBTs, books from the Office Essentials library as well as the IT Pro library using just one userid and password. Licensing only permits for Air Force Active Duty, Guard, Reserve, and Civilian information technology support personnel to utilize this service.

Personnel that are not Air Force employees (contractors, dependants, other military service members, etc.) are not authorized to use the IT Pro library. Questions can be directed to afca.elearning@scott.af.mil or DSN 779-5698. For assistance with either MySmartForce or Books24x7, please contact the help desk at 1-800-754-5435 or support@skillsoft.com.

Program Questions? E-mail them at afca.cbt@scott.af.mil or call (618) 229-5698/DSN 779-5698

Ready from page 1

augmentees serve in active-duty units. They train about 24 days a year and receive pay for their work. They often stand in for deployed active-duty Airmen and may volunteer for deployments themselves.

"We are reorganizing the IMA program so that our command is on top of making sure all our reservists are 100 percent ready to do their jobs," said Maj. Gen. Charles E. Stenner, director of plans and programs at AFRC headquarters. "Before this, there was very little standardization in the personnel programs used to support the 12,900 IMAs. Now we will ensure more consistent support and training."

Starting April 1, program managers and base individual mobilization augmentee administrators began transitioning under AFRC's chain of command. An updated Air Force Instruction 36-2629, Individual Mobilization Augmentee Management, spells out these changes.

"To make the chain of command more effective, this reorganization will establish an IMA Readiness Management Group at Robins Air Force Base," said General Stenner. "This new commander will be responsible for providing the best possible personnel support to our IMAs."

Colonel Roxane Towner is selected as the first commander for the new Readiness Management Group. Currently, she is the reserve advisor to the commander of Air Force Personnel Center at Randolph AFB, Texas. She is expected to begin her new job at the end of June.

"The active-duty commanders have OPCON or operational control of the reservists attached to their units," said General Bradley. "But the active duty commanders share ADCON or administrative control with AFRC."

Operational command means following orders to accomplish the mission. Active-duty commanders will also be responsible for discipline, internal organization, and unit training. The new IMA Readiness Management Group will oversee day-to-day personnel actions and assist with tracking training for the IMA program.

"IMAs continue to report to their active-duty supervisors for execution of their assigned tasks," said Maj. Gen. Marvin Barry, Mobilization Assistant to the AFRC commander. "General Stenner and I have stressed this to the active-duty major command commanders when we briefed the new structure and its implications around the Air Force."

As the single point of contact between IMA reservists and their units, the new IMA Readiness Management Group will be responsible for all personnel issues affecting IMAs. These issues include formalized training, enlisted programs, assisting with retirements, performance reports, assignments, mobilization, and tracking participation.

"IMAs work in all the other major commands," said General Bradley. "And this is a win/win situation for our national defense. By working at the other major commands part time, these reservists give their service, continuity and experience to our military but still have the flexibility to pursue their civilian jobs." (AFRC News Service)





IMAs capture Air Force history

Courtesy of AFHRA

“Whoever wishes to foresee the future must consult the past; for human events ever resemble those of preceding times.” Machiavelli

With the preceding philosophy in mind, the Air Force Historical Research Agency, based at Maxwell Air Force Base in Montgomery, Ala. Is home to 24 IMAs bearing the official title of historian?

Coming from a wide variety of backgrounds including rated officers, logistics, maintenance, security and others, they all share the common passion of preserving history.

In addition to the primary mission of capturing history as it unfolds, they work diligently to make history accessible and meaningful for today’s war fighter.

Due to tightening budgets and decreasing availability of manpower, requests for IMA historian augmentees are growing exponentially.

Probably no quote better sums up the ultimate goal of capturing today’s events as the following comment made by Herbert Hoover ... “The supreme purpose of history is a better world.” With this in mind, the historians as Maxwell ply their trade.

“We can learn from history how past generations thought and acted, how they responded to the demands of their time and how they solved their problems. We can learn analogy, not by example, for our circumstances will always be different than theirs were. The main thing history can teach us is that human actions have consequences and that certain choices, once made, cannot be undone. They foreclose the possibility of making other choices and thus they determine future events.” Gerda Lerner.

While the customary job title, Combat Historian is not an official title, it aptly describes how this small group of Air Force Reservists contributes their special skill set to the Air Force at war. Alongside thousands of Air Force personnel, members of

Contingency Historical Information Preservation teams usually comprise of two to four members, deploy around the world to perform this unique mission.

Most recently, they have deployed to Iraq, Afghanistan, other Southwest Asia locations, South Korea, Europe and dozens of stateside locations in support of OPERATION RESTORE HOPE, SUPPORT HOPE, ALLIED FORCE, IRAQI FREEDOM, and ENDURING FREEDOM.

IMA’s have deployed in support of Special Operations Command, Central Command, European Command and Pacific Command.

CHIP teams perform data collection and personal interviews with a cross section of deployed personnel, from first-time deployed Airmen to general officers. A common saying in the history career field is that it really isn’t history until it is written down.

While many interviews are hand written before later being transcribed to a digital format, often the “capture” of the history is done directly onto digital media. CHIP team members deploy with everything they need to accomplish their mission including laptops, scanners, transcription machines and digital recorders, either in their mobility bags or on their back.

Considering the volumes of data generated by today’s Air Force, identifying, capturing and cataloging what is most important and bringing it home is a daunting task ... a decision that rest with the experienced historian.

In this critical time and the U.S. war on terror, no quote is more apropos that the following from David C. McCullough ... “History is a guide to navigation in perilous times. History is who we are and why we are the way we are.”

OEF Historians

In the spring of 2004, two CHIP Teams deployed in support of OEF. Their marching orders were to literally add a voice to the tremendous amount of data streaming out of theater. Active Duty Master Sergeant Mark Stanley, 9th Air Force Deputy Historian, said “approximately 4.7 gigabytes of historical data is being transmitted monthly from the Combined Air Operations Center at a southwest Asia base. What is missing is the human element.”

This is when the IMAs stepped in. Most of the digital information flowing from the theater was being archived without anyone interpreting or understanding its value. It was at this time the active duty asked the reservists to deploy.

Two two-person teams traveled throughout the CENTCOM region talking to the people that make the mission happen, interviewing people at the pointy end of the spear. The notion was not entirely new, but it was the first time CHIP teams deployed as members of the AEF rotation cycle.

IMA’s Colonel “Vic” Flock (retired) and Master Sergeant Craig Mackey comprised one team while Lieutenant Colonel Ben Hackworth and Active Duty Master Sergeant Mark Stanley, the other.

The teams made the flight from Baltimore, Maryland to Al Udeid Air Base, Qatar. Once there, the teams split up and headed off to separated locations. Travel was not prearranged for these two small units. The teams relied primarily on space available airlift (and a great deal of patience).

The teams traveled freely throughout the CENTCOM AOR, but focused on the “Stans” (Afghanistan, Uzbekistan, and Kyrgyzstan). Each team traveled the region and performed interviews when and wherever the opportunity arose.

Opportunities were many when it came to recording the many stories of deployed USAF Airman.

Lt. Col. Hackworth tells the following story... “We tried to maximize the use of our time. At one point when we were traveling, we inter-

viewed a C-130 crew while they sat in the cockpit, engines running, during a thirty minute quick-turn at an air base in Afghanistan.” At another interview, a Joint Tactical Air Controller shared his riveting story of life in the field with the US Army.

The Ammunitions Superintendent at one location in Afghanistan led the team on an extraordinary and nerve-wrecking journey through an active minefield.

At one air base the team sat atop a 1950s era aircraft bunker to interview the Expeditionary Group commander. He liked the spot because it was secluded, but also incredibly scenic.

The perch afforded a view of the entire air base and beautiful surrounding valley. The group sat and talked in a 1960s vintage guard shack.

The commander pointed out several decrepit MIG-24 and SU-27 fighters parked in the distance which hinted of the not too distant Cold War. More thought provoking still, was that this base once defended the former Soviet Union from American bombers.

Each story shed a unique light on the extraordinary efforts and accomplishments of USAF personnel. Often, the interviews were conducted during a lull in the action on a flight line, maintenance hangar, or tent.

Those interviewed included Airmen and Generals, Security Force and Services, commanders and subordinates. No interview was deemed insignificant. Many of the experiences related were charged with excitement and pride, some were genuinely sad. All were inspiring.

Between the two teams, over one hundred Airmen were interviewed during this CHIP team deployment. Individuals shared their stories willingly, often with the thought of passing along wisdom earned through experience, with the hope of making it better for the next rotation of Airmen.

Historians took these photos while deployed to Afghanistan. Background - Bagram, Afghanistan tower, Above - An A-10 flies past the mountains.

JAG and paralegal news



Courtesy photo

Army TJAG meets deployed Air Force JAG

(L-R) Air Force Majors Gary Kramer and Jon Widmann, Air Force Lt. Col. Mike Jonasson, Army Major General Thomas Romig, The Judge Advocate General for the Army, Air Force Major Christine Trend, and Air Force Captain Tony Camilli pause for a photo at the US Embassy in Baghdad, Iraq. Major Gen. Romig too some time during an Article 6 visit to meet with deployed Air Force Judge Advocate General members. Lt. Col. Jonasson and Major Trend are assigned to the Project and Contracting Office, Iraq. Majors Kramer and Widmann are assigned to the Directorate of Strategy, Plans and Assessment, Multi-National Force-Iraq. Captain Camilli is assigned to the Central Criminal Court of Iraq.

Fiscal Year and Retention/Retirement Year

IMAs must meet *both* FY and R/R year requirements. Failure to meet either can result in an unsatisfactory year and removal from the program.

Fiscal Year (Oct. 1 - Sept. 30): IMAs must perform 12 days of Annual Tour and 12 days/24 periods of Inactive Duty For Training each fiscal year.

Retention/Retirement Year: A member's R/R date is established the day the member enters active status and remains constant throughout their military career unless they have a break in active military status.

The R/R year requirements determine satisfactory service toward retirement which is met by earning a minimum of 50 points during the R/R year. IMAs automatically receive 15 points at the end of the R/R year for membership in the Reserve.

Therefore, the IMA only needs to perform a minimum of 35 points to earn 50 points for the R/R year. These points may be earned from any combination of IDTs, Annual Tour, special tours, school tours, and ECI courses.

Projected Fiscal Year 2006 Schedule

due to JA by Aug. 15

Each IMA judge advocate/paralegal and their supervisor together must develop a schedule of their 12 days of annual tour and 12 days of IDT.

The schedule must be forwarded by the supervisor to JA no later than Aug. 15. An e-mail from the supervisor is fine. This schedule is to be developed as a planning tool for the member and the supervisor.

Requirements/restrictions:

- Annual Tour must start on Monday of the 1st week and end on Friday of the 2nd week with no holidays or down days
- Travel days do not count toward satisfying the 12-day Annual Tour requirement
- Annual Tour should not include or start/end on a weekend, holiday or down day
- Only school tours and MPA tours in support of current op-

erations (identified on order) may substitute for Annual Tour and must be approved in advance

- Annual Tour must be scheduled in WOTS prior to a member requesting or performing any additional MPA or RPA special tours

- No more than four days/eight periods of IDT in the 4th Quarter (July 1 - Sept. 30)

Helpful hints:

- Ensure there are specific dates for 12 days/24 periods of IDT and 12 days of Annual Tour

- Avoid weekends (except middle of two week Annual Tour), holidays and down days (i.e. family day in conjunction with holidays)

- Use a 2006 calendar to ensure dates are not on a weekend or holiday

- FY 06 holidays: Oct. 10, Nov. 11, Nov. 24, Dec. 26, Jan. 2, 16 Jan. 16, Feb. 20, May 29, 2006, July 4, 2006, and Sept. 4, 2006.

- IMA paralegals should match schedule against their template. All documentation (schedule template, projected schedule, certified orders, AF Forms 40A, etc.) should also be filed in the member's participation folder at the unit of attachment.

Share the Wealth Tours

With the transition to WebFLITE's ARC LYNX, Share the Wealth tours can be found at <https://aflsa.jag.af.mil/AF/lynx/arc/>. Under Fields of Practice, select Personnel. Scroll down and to Share the Wealth.

Contact the POC if interested in a particular tour, and then submit a WOTS request. Since these tours are MPA, the WOTS request will be denied.

Once denied, make sure the remarks state that the tour is approved and being processed manually.

Farewell

Maryann Rangel has departed JA for a promotion in the ARPC assignments directorate.

Tech. Sgt. Wanda Grady has assumed the IMA judge advocate accessions program.

Chaplain news

IMA participation and training

Every week the ARPC Chaplain's office receives questions from IMA chaplains and chaplain assistants needing guidance about participation and training.

AFI 36-8001 governs these concerns and can be found in the publications section of the ARPC Web site.

Individual reservists should complete ARPC Form 59 annually for review. Members should go over this planning calendar with their active duty supervisor.

Members should consider the best dates to make the most of training opportunities at your base. Also they should calculate their participation to include 12 annual tour days and 12 IDT days both in their fiscal year and in their R/R year.

Members should remind their supervisor that the primary reason for their participation is training (not manning assistance).

If a member has recently submitted a Form 59, they need to mark their calendar to submit an updated version by Sept. 15.

Everyone should remember to get prior authorization for paid

IDT periods on AF Form 40A from the proper official at your unit of attachment, and for non-paid IDT periods from AFRC/HC. The IDT is for training, whether paid or non-paid.

If a base needs manning assistance, the wing chaplain should request MPA days from HQ ARPC/HC.

Calling Robins, not Denver

As the Chaplain Directorate heads into the homestretch of consolidating its program management at HQ AFRC/HC, it's time for all Chaplain Service IMAs to start calling Georgia for issues such as volunteer manning assistance, base attachments, and school tours.

Until summer, the Denver office will remain in place but will be busy handing off program management to the office at Robins Air Force Base, Ga. To reach that office, please call 1-800-223-1784, ext. 71475, or (478) 327-1475.

For general personnel matters, such as retirements and separations, continue to call the customer service number for HQ ARPC.

Medical news

Medical Special Pay applications on the Web

Under 37 USC 302f, Reserve medical officers called or ordered to active duty, other than for training (not Annual Training, IDT, UTA and Special Tours), for a period of 30 days, but less than one year, may be eligible for the following Special Pays:

- Variable Special Pay - Medical and Dental Corps
- Additional Special Pay - Medical and Dental Corps
- Single-Year Incentive Special Pay - Medical Corps only
- Board Certification Pay - Medical, Dental, and specified Nursing and Biomedical Science Corps fields

IMAs who desire to determine if they may be eligible, or want to learn more information on Medical Special Pays, visit the ARPC Web-site <http://arpc.afrc.af.mil/sgm/sgmhome.htm>.

PIMR milestone

The Director, Health Services, Col. Lorrie Cappelino, invited everyone in the Air Reserve Personnel Center to an open house in the SG Conference Room April 7 to celebrate the completion of the Preventive Health Assessment/Individual Medical Readiness update project. In only nine months Health Service electronically entered 13,894 physical exams, 8,159 dental exams, 11,906 medical readiness labs and 9,684 immunizations.

This monumental effort will facilitate the decentralization of medical records to base level medical facilities, improve the reporting of medical readiness rates to active duty wing commanders and enhanced the visibility of the IMA/PIRR for deployment and mobilization screening.



Briefs

BRAC 2005

The Base Realignment and Closure 2005 process is ongoing. The Department of Defense must submit its recommendations to the BRAC Commission by May 16. BRAC's purpose is transformation – DOD will use BRAC 2005 to eliminate unnecessary infrastructure and increase military capability and effectiveness. Until the BRAC 2005 process is complete, all Air Force personnel must be careful when dealing with state and local officials and civic groups. It is no longer business as usual; any discussion or information about BRAC 2005 is off limits. No Airmen should speculate on BRAC issues with the media or external audiences. After DOD makes its recommendations, the BRAC Commission will hold hearings throughout the country to solicit public input on the Defense Department's recommendations. For more information and guidance, see your unit public affairs team.

101 critical days of summer

Memorial Day Weekend signals the start of summer, traditionally a time of fun and sun. During the 101 Critical Days of Summer, we sometimes try to do too much because of the extra sunlight. Most mishaps involve one or more of the following factors: alcohol, fatigue, darkness, bad weather, poor judgment, inappropriate risk-taking. Let's use common sense, plan ahead and be prepared, says Lt. Gen. John A. Bradley, AFRC commander. He urges everyone to enjoy the months of summer but to do so responsibly.

Chatting on AF Portal requires decorum

Recent inappropriate comments made by some Airmen in Air Force Portal chat rooms led officials to clarify responsible communication over the service.

Besides defining inappropriate use, officials listed specific prohibitions:

- Activity that causes system degradation.
- Inappropriate or offensive material.
- Illegal activities.
- Sexually explicit or sexually oriented material.
- Business, fundraising, lobbying or political activities.
- Abuse of intellectual property rights.

Instant messaging on the Air Force Portal is no different than having a conversation on or off base, whether in uniform or not. Airmen cannot forget who they are talking to and that they are representing the Air Force. For more information, go to the story on Air Force Link at <http://www.af.mil/news/story.asp?storyID=123010237>.

Thrift Savings Plan open season underway

Civilian and military employees can sign up for, or change, their Thrift Savings Plan contribution amounts during the "open season" through June 30. TSP is a long-term retirement savings plan. Military officials and consumer finance advocates alike have called it a great supplement to military and civilian retirement plans.

TSP offers investors the chance for lower taxes each year they contribute while not having to pay taxes on earnings until they reach retirement. Airmen can enroll through the Defense Finance

and Accounting Service Web site at www.dfas.mil/emss/. They can also enroll by filling out a form TSP-U-1 at local military personnel flights, finance offices and family support centers.

Beginning in December, there will no longer be percentage limits on how much civilian employees may contribute each year. Contributions will be restricted only by the Internal Revenue Code's annual limit, which is \$15,000 for 2006. Specific information is available for civilian employees from the Thrift Savings Plan Web site and the BEST home page at www.afpc.randolph.af.mil/dpc/BEST/menu.htm. For more information, go to the story on Air Force Link at <http://www.af.mil/news/story.asp?storyID=123010238>.

Living Wills: A matter of life or death

The Terry Schiavo saga has spurred a huge increase in living wills over the past couple of months. A living will is a legal document that expresses a person's personal health-care wishes in the event he or she is unable to make decisions. There is no federal standard for living wills; many states have developed their own format. They are particularly important for people heading into risky situations, such as combat or medical procedures.

It's best to have one for the state you live in or move to so a doctor has a familiar document to deal with. Any military legal assistance office can prepare living wills free of charge to active-duty servicemembers, family members, retirees and reservists on active duty for 30 or more days. For more information, go to the story on Air Force Link at <http://www.af.mil/news/story.asp?storyID=123010183>.

Avoid false alarms, know notification procedures

A recent phone message had a family convinced they received the news that all loved ones of a deployed servicemember dread — their loved one was either hurt or killed in action. Fortunately, the phone call turned out to be a scam. Unfortunately, the wife experienced several hours of unnecessary worry before she learned her husband was OK.

The distress came after her father-in-law received a message at work that said the Army called and had an urgent message for him. Frantic for news, she called her husband's commander, and he said he knew right away something was not right.

Several things tipped him off, the most obvious being the telephone call itself. He knew the casualty notification system requires in-person notification by a uniformed officer as soon as possible in any case of a member missing, casualty or death. The second problem, he said, was the "Army" reference. Only an officer from the same service as the deployed member would notify next of kin.

To help prevent other family members from being unnecessarily distressed, Airmen should take the following steps.

- Tell family members about the casualty notification team procedures so they can better recognize illegitimate information.
- Give them phone numbers of first sergeants and commanders with whom they can confirm anything questionable.
- Keep a virtual record of emergency data information up-

Briefs

dated.

- Stay in regular communication with family members.
- Never call anyone with information about someone who has been hurt. Too often, the situation is not clear, and the call will do more harm than good.

For more information, go to the story on Air Force Link at <http://www.af.mil/news/story.asp?storyID=123010186>.

Contact lens wear discouraged on deployments

Blowing sand, smoke and fine dust particles are an eyeball's worst nightmare. Now imagine holding up your unit because you have "something in your eye." This type of scenario is exactly what optometrists said they fear most when Airmen wear contact lenses instead of their glasses while working in a deployed environment.

Contact lenses are time consuming to take care of, and they have become an operational safety issue as well. Previous lessons learned from desert deployments show 90 percent of eye foreign bodies were preventable just by wearing glasses. People deploying must contend with field conditions that may not allow for proper contact lens hygiene, and poor hygiene leads to an increase in eye abrasions, infections and ulcers. For more information, go to the story on Air Force Link at <http://www.af.mil/news/story.asp?storyID=123010231>.

OPM helps to extend veterans hiring preference

Office of Personnel Management officials are working to make veterans' preference for federal jobs available to more veterans. One initiative is a new revised application that allows federal agencies to accept veterans' disability letters.

The revised application is being posted on OPM's Web site so agencies immediately can accept Veterans Affairs letters of disability. Agencies, OPM examining offices and agency appointing officials use the online application to evaluate claims for veterans' preference on applications for government jobs. More details about veterans' preference are posted online at www.opm.gov/veterans/html.

PT still mandatory for those on profile

Many Airmen believe being on profile is an escape route from participating in unit physical training, but officials say it isn't. There are only a few reasons an Airmen can be exempt from unit fitness, which include being hospitalized, being closely medically supervised during convalescence from a very serious illness and being on medically prescribed bed rest.

Though a person may not be able to participate fully in all the unit's specific exercises, he or she will need to participate in an individual exercise program. Health and wellness center officials can tailor individual exercise routines to meet the person's needs and limitations. For more information, go to <http://www.af.mil/news/story.asp?storyID=123010211>.

Lighter ban also applies to military members

Anyone — including servicemembers — carrying lighters will be required to surrender them at U.S. airport security checkpoints before boarding aircraft under a new federal law that became

effective April 14. The new law also applies to military and civilian passengers on commercially chartered U.S. military overseas flights.

The new law applies to "anything that produces a flame," including Zippo brand and other lighters. The law also bans lighters from being placed in carry-on luggage or cargo baggage. For more information, go to the story on Air Force Link at <http://www.af.mil/news/story.asp?storyID=123010298>.

Policy offers confidentiality to sexual-assault victims

A new Department of Defense policy allows sexual-assault victims to confidentially report crimes against them. The policy allows victims of sexual assault to seek care under restricted reporting procedures, without triggering an investigation or having their name, or the name of their assailant reported up through their chain of command.

Under the new policy, victims will be able to talk with the sexual assault response coordinator, a victim advocate or certain medics. In the past, only chaplains could provide confidentiality. While the names of victims will be withheld from commanders, the fact a sexual assault has occurred will be provided to commanders to assist them to assess the climate and increase prevention efforts. For more information, go to the story on Air Force Link at <http://www.af.mil/news/story.asp?storyID=123010291>.

IDT policy change gives augmentees flexibility

A recent policy change modifies the inactive duty training policy for individual mobilization augmentees, and gives the reservists more flexibility to schedule training requirements.

The reservists and their supervisors are free to schedule training whenever they see fit within the first three quarters of the fiscal year. The quarterly training days now are restricted only in the fourth quarter of the fiscal year. Waivers must be approved by the Air Reserve Personnel Center commander.

For more information, IMAs can contact their program manager or call the personnel center at DSN 926-6503 or commercial (303)-676-6503. Read the entire news article at <http://www.af.mil/news/story.asp?storyID=123009884>.

Omega World Travel contract

ARPC has an IMA travel service contract with Omega World Travel. This contract expires effective July 1 and ARPC is in the process of negotiating a new contract. Because it is possible ARPC will have a new vendor, Omega can only book reservations through June 30. If an IMA will not complete the return leg before June 30, Omega will book a one way ticket and the return will be made by the new contract awardee. ARPC and Omega will provide further information in June regarding status and new vendor, if applicable.

IMA's may also make roundtrip travel arrangements through their local or unit contracted ticket office, subject to the contract terms those offices have with the installation. This may include a requirement to provide a copy of orders.

For further information on travel reservations, go to <http://arpc.afrc.af.mil/orders/travel.htm>

Questions and Answers

Question: *How do you compute time for an AGR retirement?*

Answer: There is some confusion as to how the service for an active duty retirement is computed.

A lot of people seem to think that 7,200 active duty points equates to an active duty retirement. This is simply not true. Active duty retirements are not computed based on points; the retirement is based on service.

In order to be eligible for an active duty retirement, a member must complete at least 20 years Total Active Federal Military Service.

The TAFMS is computed as follows: for active duty tours of 31 days or more, subtract the beginning date from the ending date; for tours of 30 days or less, add all days together and divide the total by 30.

If the total of all the active duty totals 20 years (or more) the member is eligible to retire with an active duty retirement. Enlisted members retire under the provision of Title 10, U.S.C., Section 8914 and Officers retire under Title 10, U.S.C., Section 8911.

Question: *If I retire from Civil Service, how does it affect my AFR retirement?*

Answer: Active duty service can be applied towards both a Civil Service Retirement and a Reserve retirement.

Therefore, Civil Service employees who will be receiving retired pay under Title 10, U.S.C., Section 12731 (Reserve retirement) will not be affected in the crediting of military service under the Civil Service Retirement Law, nor will they receive a reduced Civil Service pension (Title 10, U.S.C., Section 12736).

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whose father retired from the Marine Corps as an E-6, was also in ROTC. They were married March 22, 2003, at Travis Air Force Calif. The Loyds are now part of the Air Force family and can follow in the footsteps of the McMillans and be parents of their own Air Force family.

"Both (of my) parents had a significant affect on my entrance into the Air Force," said 2nd Lt. Loyd. "As a child, I loved moving around, meeting new people, and being among other military folks. I did not want to lose the feeling of family that the Air Force provides, so I applied for an AFROTC scholarship." She earned the scholarship and joined the AFROTC program and began meeting many new people.

She said the people she met in ROTC were the same type of people she grew up with during her family's military adventures.

"Military brats have to be many things, among these are flexible and open-minded," said 2nd Lt. Loyd. In the Air Force, she said Air Force members and their families move around a lot and experience many different types of societies and cultures. "Being quick to make friends becomes second nature," she said.

She said the people she met in ROTC; although, not necessarily from a military background, had the same sort of accepting, easy going way, about them. "I had found my new family," she said.

Like her parents, 2nd Lt. Loyd said she still stays in contact with many of the people she met in ROTC. "My parents have

many friends that they have kept in contact with over the years and I hope it will be the same for me," she said.

Staying friends over the years has had its benefits for this Air Force family. When Airman 1st Class McMillan received his wings, his mother and father could not attend; however, another member of their Air Force family stepped in to fill the void. Chief McMillan said one of the family's best friends, Lt. Col. Edgar LaBenne, the Contracting Commander at Altus Air Force Base, Okla., who is now stationed in Brussels, Belgium, pinned on Airman Richard McMillan's wings. Lt. Col. LaBenne was stationed with the McMillan's at their first base. "It is a very small Air Force," said Chief McMillan.

All in all, everyone who wears a blue uniform is part of the "small Air Force" family; however, sometimes the term Air Force family can have two meanings.

"My commissioning was one of the most memorable experiences of my life, said 2nd Lt. Loyd. "I felt so nervous on stage with all my friends who were also receiving there commission. When it was my turn I saw my dad get up to come to the stage to give me my oath of office; it was extremely hard to keep from crying."

She said she felt so proud to be up there on stage and to suddenly see her dad in a different light. "He was not just my dad, but a man that had served in the tradition made by those who came before; I was going to take up the torch," said Lt. Loyd.

After the oath, she hugged her father

and then saluted. She had her bars pinned on by her mom and husband.

The most nervous part of the commissioning came when her brother, Richard Jr., was to give her the "first salute." She said he was more nervous than she. "After he saluted me, I coined him," she said.

The newly commissioned lieutenant, who now outranked her brother, gave her brother a hug. She said they now hugged as brother and sister in family and as brother and sister in arms.

As it first started, the McMillan family had no idea how their family would transform from blood relatives to become the epitome of an Air Force family in so many ways.

When Chief McMillan was promoted to chief master sergeant May 1, 2004, she wished her parents were alive to celebrate with her for her achievement of which she is very proud.

Although the chief's parents are not here, her extensive Air Force family stands with her shoulder to shoulder in celebration and love. The chief's daughter summed it up. "Being in the Air Force is a unique bond to share; it is one that makes you more than colleagues; you become family," said 2nd Lt. Loyd.

Chief McMillan continues to serve and protect, and thanks to her "Air Force brats" turned Air Force members, the McMillan name will continue to be a part of the Air Force family.

And as the trees bloom and branch in the spring, so has this military family tree begin to bloom and branch and forever continue to grow.